

E. ADATSA - SHELTER SERVICES

Purpose: To describe which clients are eligible for ADATSA shelter services and what services are available.

Effective September 1, 2000

WAC 388-800-0130 What are ADATSA shelter services?

- (1) Your shelter assistance in independent housing consists of a monthly shelter assistance payment through an intensive protective payee defined under WAC 388-800-0160; and
- (2) You continue to receive benefits for ADATSA shelter if you request a fair hearing within the advance notice period before termination is to occur.

Effective September 1, 2000

WAC 388-800-0140 What incapacity criteria must I meet to be eligible for ADATSA shelter services?

You are eligible for ADATSA shelter services when you:

- (1) Are actively addicted, meaning having used alcohol or drugs within the sixty-day period immediately preceding the latest assessment center evaluation, as determined by the ADATSA/Adult assessment center; and
- (2) Have resulting physiological or organic damage, or have resulting cognitive impairment not expected to dissipate within sixty days of sobriety or detoxification, which either:
 - (a) Limits your functioning because of physiological or organic damage that result in a significant restriction on ability to perform work activities, or
 - (b) At least a moderate impairment of your ability to understand, remember, and follow complex instructions; and
 - (c) An overall moderate impairment in your ability to:
 - (i) Learn new tasks;
 - (ii) Exercise judgment;

- (iii) Make decisions, and
- (iv) Perform routine tasks without undue supervision.

Effective September 1, 2000

WAC 388-800-0160 What are the responsibilities of an intensive protective payee?

- (1) If you are receiving shelter services, your intensive protective payee provides you with case management services including, but not be limited to:
- (2) Disbursing payment for shelter and utilities, such as a check directly to the landlord, mortgage company, utility company, etc.;
- (3) Directing payment to vendors directly for goods or services provided to you including personal and incidental expenses.

CLARIFYING INFORMATION

- 1. The ADATSA shelter program is a CSO administered program, much like GAU.
- 2. Shelter clients can receive shelter services for an indefinite period. As long as they remain financially and categorically eligible and comply with basic reporting requirements, they may continue to receive benefits.
- 3. The incapacity specialist arranges for protective payee services and notifies financial at the time ADATSA shelter is approved.

WORKER RESPONSIBILITIES

- 1. Obtain verification of current shelter arrangements and costs (rent receipts, landlord statements, etc.). Clients may verify that they reside or plan to reside in a permanent residential structure. A person can receive shelter assistance to live on the street, under a bridge, on the riverbank, or in a car, etc. Living in the home of a friend or relative is acceptable; but clients who live in such arrangements

free of charge will be eligible only for the supplied shelter standard. (See WAC 388-240-5100)

2. Authorize shelter assistance based on the appropriate one-person payment standard in ACES using program code Z. Enter incapacity review date as instructed by the incapacity specialist up to a maximum of six months.
3. Generate an ADATSA Award/Change of Status Notice. No copy to the assessment center is necessary.
4. Conduct reviews of shelter cases at least every six months. When possible, coordinate with the incapacity specialist to conduct financial and incapacity reviews at the same time. See **ELIGIBILITY REVIEWS**.

Since the ADATSA shelter program requires information both from the assessment center and a medical or psychological provider for incapacity reviews, there may be an occasional delay in obtaining all information needed to complete the review. Retroactive reinstatement procedures apply to those shelter cases where a decision is delayed beyond the end of the month of review. See INCAPACITY for details on retroactive reinstatement, which apply to ADATSA shelter clients as well as GAU.

5. Terminate ADATSA shelter when the client fails to complete the financial eligibility review as required. Send a copy to the protective payee. Notices to the assessment center are not required for shelter cases.
6. Notify the incapacity specialist of any changes in eligibility, address, or payee status for shelter clients. The CSO incapacity specialist has overall case coordination responsibility for ADATSA shelter clients.